SATERN

System for Administration, Training, and Educational Resources for NASA

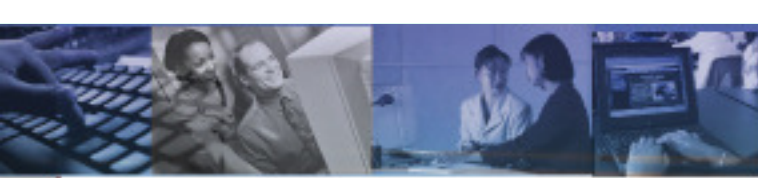# Using SATERN and Excel to Get the Data You Need

Presented by: Jason Nelson

Objectives

Upon completion of this lesson, you will be able to:

- Run a SATERN report and export the report output to a CSV file.

- Use the following Excel advanced data functions:

  - Sort

  - AutoFilter

  - Pivot Tables

Resources

Books 24X7

- *Microsoft Office System 2003 Inside Out, 2003 Edition* (Young, Halvorson) – Chapter 28: Power Database Techniques – Lists, Filters, and PivotTables

SkillSoft Courses

- *Advanced Data Analysis in Excel 2003*
- *Advanced Data Management in Excel 2003*